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ABSTRACT

Data in this computer-based information system are taken from reports provided to the New York State Education Department by degree and certificate awarding institutions through the annual data collection program. The reporting instruments used are the Federal Higher Education General Information Survey (HEGIS) and the State Education Department Higher Education Data System (HEDS) forms. The software of the HEDS system allows retrieval of data in a number of levels of detail, accommodates a variety of mathematical manipulations, and provides considerable flexibility in output formats; examples of the HEDS retrieval and format capabilities are included in this report. Data categories and data elements are selected on the basis of their importance and usefulness for research and planning purposes. HEDS currently contains 147 data elements and subtotals in 12 major categories--institutional characteristics, undergraduate admissions/applications, graduate admissions/applications, undergraduate enrollment, graduate enrollment, basic student charges, degrees and formal awards conferred, faculty/staff, full-time faculty--salaries and tenure, institutional finance, physical facilities, and residence and migration. While the size of the system has been kept small at the outset, it can be expanded or modified in the future as problems arise requiring resolution or change and as capabilities for analysis increase. (Author/RAO)

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HIGHER EDUCATION DATA SYSTEM

A Source of Basic Data On New York State Degree-Granting Institutions

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TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) AND USERS OF THE ERIC SYSTEM."

September 1977

IR006892

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
Office of Postsecondary Research, Information Systems and Institutional Aid
Albany, New York 12230

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FOREWORD

This publication describes a computer-based information system known as the Higher Education Data System (HEDS) in operation in the New York State Education Department. The system contains information about those postsecondary education institutions in the State that award degrees and certificates. The data are taken from reports provided to the Department by the institutions through the annual data collection program. The reporting instruments used are the Federal Higher Education General Information Survey (HEGIS) and the State Education Department Higher Education Data System (HEDS) forms.

The HEDS information system, which is operated and maintained by the Office of Postsecondary Research, Information Systems and Institutional Aid, offers access to basic data on postsecondary institutions on a timely basis. The software allows retrieval of data in a number of levels of detail, accommodates a variety of mathematical manipulations, and provides considerable flexibility in output formats. This publication gives examples of the HEDS retrieval and format capabilities.

The system presently utilizes DMS (Data Management System) software which is available through General Electric Mark III Computer Services. DMS is an integrated computer system that provides both interactive time-sharing and batch processing through a computer terminal/telephone hook-up, which allows the production of a variety of analytical and report-generating capabilities, as well as basic data storage and retrieval.

Additions, deletions and substitutions of data elements in the system are possible in the future as more experience is gained in the use of the data and needs of the users. Changes in the HEGIS and HEDS collection forms may neccessitate other changes. The codes and definitions applicable to the data elements may also change from time to time. This publication will be updated annually to reflect any significant changes.

Persons interested in more information about the system should contact the Office of Postsecondary Research, Information Systems and Institutional Aid in Room 1923, Twin Towers, Albany, New York 12230 or by phone (518: 474-5091). Those interested in obtaining particular pieces of data should also contact the staff of the office for assistance in working out the design and format details of data requests. This will insure a clear understanding of the specific needs of the user and expedite the handling of requests.

The HEDS information system and this publication are the product of the efforts of many individuals. Among them we must single out former Deputy Commissioner T. Edward Hollander, under whose leadership this project took shape and was eventually developed.

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INTRODUCTION

The Higher Education Data System (HEDS) is a computerized data system maintained and operated by the New York State Education Department. HEDS contains a set of basic data items for degree - and certificate - granting post-secondary institutions in New York State for recent years collected from the institutions. This is part of the New York State Higher Education Data System data collection effort, which is based in part on the Federal Higher Education General Information Survey (HEGIS).

HEDS presently contains 147 data elements and subtotals in 12 major categories:

I. Institutional Characteristics
II. Undergraduate Admissions/Applications
III. Graduate Admissions/Applications
IV. Undergraduate Enrollment
V. Graduate Enrollment
VI. Basic Student Charges
VII. Degrees and Formal Awards Conferred
VIII. Faculty/Staff
IX. Full-Time Faculty, Salaries and Tenure
X. Institutional Finance
XI. Physical Facilities
XII. Residence and Migration

The selection of the data categories as well as the data elements is based on their importance and usefulness for research and planning purposes. The size of the system has purposely been kept small at the outset. The system can be expanded or modified in the future as problems arise requiring resolution or change and as capabilities for analysis increase.

This publication identifies and defines the data elements currently collected for each data category and indicates the past years for which the data are available. It also shows those years for which data are planned to be entered in the system, are not available (that is to say not collected by the Department), or are available in hard copy only. Current plans are to enter at least six consecutive years of data for all major categories except institutional characteristics and physical facilities. The institutional characteristics data shown are always for the current year. With the exception of degrees awarded and financial data, all data categories represent the fall academic term for the year indicated. The financial data cover a fiscal year and are coded by the year beginning the fiscal period; for example, the data stored as "Institutional Finance 1973" are for fiscal 1973-74. The degree data, which cover an entire academic year from July 1 to June 30, are coded by the year ending this period; therefore, the category "Degrees Conferred - 1973" includes data for July 1, 1972 to June 30, 1973. In the future, some items will be collected bienially, though most of the basic data will be collected annually.

USES OF HEDS DATA

HEDS has several major uses: it serves as the basis for a variety of analytical reports designed to improve understanding of postsecondary institutions and the environment in which they operate; it enables the Department to respond to requests for basic data on a timely basis; and it supports a variety of different studies and analyses required as part of the planning process in the Department.

Analytical Reports

A number of memoranda, reports and analyses based on HEDS will be published by the Department. The first of these, Recent Enrollment Trends in New York State, was published in September 1976. In 1977, memoranda to chief executive officers will be issued on enrollment, degrees awarded, basic student charges and admissions. In addition, reports covering 1976 physical facilities, finances, and residence and migration will be published. Other publications are now in the planning stages.

Support of Policy Formulation

HEDS will be utilized to support policy formulation in the following areas of Department responsibility:

- college-level enrollment projections
- The Regents Statewide Plan
- the Progress Report
- planning models
- financial status of institutions
- ad hoc studies of enrollment trends

SAMPLE TABLES

Several examples of data retrieval and formats are shown in the following sample tables. These include an excerpt from an institutional characteristics table, and tables showing the change in market share of undergraduate enrollment and percent change in graduate and first-professional enrollment. The latter two tables demonstrate mathematical manipulation and the capability of producing titles and column and row headings. These samples are but a limited illustration of the ability of the HEDS system to provide fast retrievals, camera-ready tables, simple calculations such as ratios, sums and percent change, and working data files for more sophisticated analyses.

SAMPLE TABLE

Table 5. CHANGE IN SHARE OF UNDERGRADUATE ENROLLMENT BY SECTOR AND TYPE: 1975 TO 1976

-- All figures are percentages. * --

Sector/Type	Full-Time			Part-Time		
	1975	1976	Change	1975	1976	Change
State University of New York						
University Centers	7.03	7.10	0.07	2.65	2.73	0.08
University Colleges	11.43	11.34	-0.09	4.18	4.50	0.32
Health Sciences Centers	0.45	0.45	0.00	0.08	0.06	-0.02
Specialized Colleges	0.48	0.46	-0.02	0.10	0.13	0.04
Statutory Colleges	0.93	0.97	0.03	0.21	0.27	0.05
Agricultural-Technical	3.84	3.74	-0.10	3.25	3.59	0.34
Community Colleges	15.12	15.12	0.00	28.72	30.67	1.95
Total SUNY	39.28	39.18	-0.10	39.20	41.95	2.75
The City University of New York						
Senior Colleges	15.94	13.40	-2.54	19.90	15.36	-4.54
Community Colleges	8.10	8.46	0.36	15.95	12.81	-3.13
Total CUNY	24.04	21.86	-2.17	35.84	28.17	-7.67
Independent Institutions						
Multiversities	6.00	6.30	0.30	2.90	2.60	-0.30
Universities	5.95	6.32	0.37	3.77	4.39	0.61
College Complexes	9.21	9.72	0.50	5.81	6.45	0.64
Colleges	6.17	7.15	0.98	5.45	6.46	1.01
Specialized Colleges	0.82	0.89	0.07	0.83	1.45	0.62
Health Sciences Centers	0.31	0.33	0.02	0.01	0.01	0.00
Nursing Schools	0.00	0.10	0.10	0.00	0.02	0.02
Engineering-Technical	6.03	5.54	-0.50	4.29	5.56	1.26
Seminaries	0.09	0.09	0.00	0.09	0.05	-0.05
Total Independent	34.58	36.44	1.85	23.17	26.99	3.83
Proprietary Institutions						
Proprietary	2.10	2.52	0.42	1.79	2.88	1.10
Total New York State	100.00	100.00		100.00	100.00	

*Detail may not add to total due to rounding.
SOURCE: NYSED: Postsecondary Information Systems/HEDS . . . 6/29/77

SAMPLE TABLE

Table B-3. INSTITUTIONS IN NEW YORK STATE: 1976

Type of Institution	Level	Name of Institution	County of Location
Public-Special	4-Year	Regents Ext Deg Prog	Albany
		State University of New York	
University Center	4-Year	SUNY at Albany	Albany
		SUNY at Binghamton	Broome
		SUNY at Buffalo	Erie
		SUNY at Stony Brook	Suffolk
University College	4-Year	SUC at Brockport	Monroe
		SUC at Buffalo	Erie
		SUC at Cortland	Cortland
		SU Empire State Coll	Saratoga
		SUC at Fredonia	Chautauqua
		SUC at Geneseo	Livingston
		SUC at New Paltz	Ulster
		SUC at Old Westbury	Nassau
		SUC at Oneonta	Otsego
		SUC at Oswego	Oswego
		SUC at Plattsburgh	Clinton
		SUC at Potsdam	St. Lawrence
		SUC at Purchase	Westchester
		SUC at Utica/Rome	Oneida
Health Sciences Center	4-Year	SUNY at Buffalo HSC	Erie
		SUNY Downstate Medcl	Kings
		SUNY at Stny Brk HSC	Suffolk
		SUNY Upstate Med Ctr	Onondaga
Specialized College	4-Year	NYS Coll-Forestry	Onondaga
		SUNY Martime College	Bronx
		State Coll-Optometry	New York
Statutory College	4-Year	NYS Coll-Ag+Life Sci	Tompkins
		NYS Coll-Ceramics	Allegany
		NYS Coll-Human Eco	Tompkins
		NYS Sch-Indus+Labor	Tompkins
		NYS Coll-Vet Med	Tompkins
Agricultural-Technical	2-Year	SUNY ATC-Alfred	Allegany
		SUNY ATC-Canton	St. Lawrence
		SUNY ATC-Cobleskill	Schoharie
		SUNY ATC-Delhi	Delaware
		SUNY ATC-Farmingdale	Nassau
		SUNY ATC-Morrisville	Madison
Community College	4-Year	Fashion Inst-Tech	New York
	2-Year	Adirondack CC	Warren
		Broome CC	Broome
		Cayuga County CC	Cayuga
		Clinton CC	Clinton

SAMPLE TABLE

Table 7. PERCENT CHANGE IN GRADUATE AND FIRST-PROFESSIONAL ENROLLMENT: 1975 TO 1976

Sector/Type	Full-Time Fall 1975	Full-Time Fall 1976	Full-Time Percent Change	Part-Time Fall 1975	Part-Time Fall 1976	Part-Time Percent Change
State University of New York						
University Centers	7,967	7,477	-6.15	10,602	9,614	-9.32
University Colleges	2,168	1,741	-19.70	14,146	11,028	-22.04
Health Sciences Centers	3,452	3,505	1.54	625	599	-4.16
Specialized Colleges	369	384	4.07	381	389	2.10
Statutory Colleges	1,712	1,666	-2.69	7	16	128.57
Total SUNY	15,668	14,773	-5.71	25,761	21,646	-15.97
The City University of New York						
Graduate Center	1,974	1,967	-0.35	900	576	-36.00
Senior Colleges	2,541	2,234	-12.08	21,525	13,726	-36.23
Total CUNY	4,515	4,201	-6.95	22,425	14,302	-36.22
Independent Institutions						
Multiversities	22,835	22,952	.51	22,368	20,985	-6.18
Universities	7,032	8,384	19.23	27,333	24,338	-10.96
College Complexes	2,215	2,533	14.36	12,164	11,516	-5.33
Colleges	192	247	28.65	3,493	3,307	-5.32
Specialized Colleges	4,735	4,546	-3.99	5,856	5,349	-8.66
Health Sciences Centers	2,582	2,766	7.13	203	82	-59.61
Engineering-Technical	2,390	2,289	-4.23	4,976	4,778	-3.98
Seminaries	1,708	1,590	-6.91	667	669	0.30
Total Independent	43,689	45,307	3.70	77,060	71,024	-7.83
Total New York State	63,872	64,281	0.64	125,246	106,972	-14.59

SOURCE: NYSED: Postsecondary Information Systems/HEDS . . . 4/26/77.

HIGHER EDUCATION DATA SYSTEM

INDEX AND AVAILABILITY OF DATA ELEMENTS
BY MAJOR CATEGORIES

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Year Availability Codes for Data Elements

- ● available
- p planned for computer-based system
- na not available (not collected by NYSED)
- hc available in hard copy only: no plan to enter in computer file

DATA CATEGORY AND ELEMENTS

I. INSTITUTIONAL CHARACTERISTICS (available for the current year)
- A. Code
- B. Year
- C. Name
- D. Abbreviation
- E. Institutional Typology
- F. Level (2-year or 4-year)
- G. Sector
- H. Regents Region
- I. N.Y.S. Economic Development Board Region
- J. County
- K. N.Y.S. Judicial District
- L. SMSA
- M. Bundy Aid Eligibility

DATA CATEGORY AND ELEMENTS	AVAILABILITY HISTORICAL DATA THROUGH FALL 1976 — FALL							
	69	70	71	72	73	74	75	76
II. UNDERGRADUATE Admissions/Applications								
A. Associate								
1. First-time Students								
a. Applications Received	na	hc	hc	hc	hc	hc	●	●
b. Applications Accepted	na	hc	hc	hc	hc	hc	●	●
c. Enrolled	na	na	hc	hc	hc	hc	●	●
d. (b. as a percent of a.)	na	na	hc	hc	hc	hc	●	●
2. Transfer Students								
a. Applications Received	na	hc	hc	hc	hc	hc	●	●
b. Applications Accepted	na	hc	hc	hc	hc	hc	●	●
c. Enrolled	na	na	hc	hc	hc	hc	●	●
d. (b. as a percent of a.)	na	na	hc	hc	hc	hc	●	●
B. Baccalaureate								
1. First-time Students								
a. Applications Received	na	hc	hc	hc	hc	hc	●	●
b. Applications Accepted	na	hc	hc	hc	hc	hc	●	●
c. Enrolled	na	na	hc	hc	hc	hc	●	●
d. (b. as a percent of a.)	na	na	hc	hc	hc	hc	●	●
2. Transfer Students								
a. Applications Received	na	hc	hc	hc	hc	hc	●	●
b. Applications Accepted	na	hc	hc	hc	hc	hc	●	●
c. Enrolled	na	na	hc	hc	hc	hc	●	●
d. (b. as a percent of a.)	na	na	hc	hc	hc	hc	●	●
C. Undergraduate (Total)								
1. First-time Students								
a. Applications Received	na	●	●	●	●	●	●	●
b. Applications Accepted	na	●	●	●	●	●	●	●
c. Enrolled	na	●	●	●	●	●	●	●
d. (b. as a percent of a.)	na	●	●	●	●	●	●	●
2. Transfer Students								
a. Applications Received	na	●	●	●	●	●	●	●
b. Applications Accepted	na	●	●	●	●	●	●	●
c. Enrolled	na	●	●	●	●	●	●	●
d. (b. as a percent of a.)	na	●	●	●	●	●	●	●

DATA CATEGORY AND ELEMENTS	AVAILABILITY HISTORICAL DATA THROUGH FALL 1976 — FALL							
	69	70	71	72	73	74	75	76
III. GRADUATE Admissions/Applications								
A. First Professional								
a. Applications Received	na	hc	hc	•	•	•	•	•
b. Applications Accepted	na	hc	hc	•	•	•	•	•
c. Enrolled		hc	hc	•	•	•	•	•
d. (b. as a percent of a.)	na	hc	hc	•	•	•	•	•
B. Masters								
a. Applications Received	na	hc	hc	•	•	•	•	•
b. Applications Accepted	na	hc	hc	•	•	•	•	•
c. Enrolled		hc	hc	•	•	•	•	•
d. (b. as a percent of a.)	na	hc	hc	•	•	•	•	•
C. Doctoral								
a. Applications Received	na	hc	hc	•	•	•	•	•
b. Applications Accepted	na	hc	hc	•	•	•	•	•
c. Enrolled		hc	hc	•	•	•	•	•
d. (b. as a percent of a.)	na	hc	hc	•	•	•	•	•
IV. UNDERGRADUATE ENROLLMENT								
A. Full-time								
a. Lower Division	•	•	•	•	•	•	•	•
b. Upper Division	•	•	•	•	•	•	•	•
c. Undergraduate Unclassified	na	na	na	•	•	•	•	•
d. Total Full-time Undergraduate	•	•	•	•	•	•	•	•
e. First-time (in program)	•	•	•	•	•	•	•	•
f. First-time (unclassified)	na	na	na	•	•	•	•	•
g. Total First-time Full-time Undergraduate	•	•	•	•	•	•	•	•
B. Part-time								
a. Lower Division	•	•	•	•	•	•	•	•
b. Upper Division	•	•	•	•	•	•	•	•
c. Undergraduate Unclassified	na	na	na	•	•	•	•	•
d. Total Part-time Undergraduate	•	•	•	•	•	•	•	•
e. First-time (in program)	•	•	•	•	•	•	•	•
f. First-time (unclassified)	na	na	na	•	•	•	•	•
g. Total First-time Part-time Undergraduate	•	•	•	•	•	•	•	•

DATA CATEGORY AND ELEMENTS	AVAILABILITY HISTORICAL DATA THROUGH FALL 1976 — FALL							
	69	70	71	72	73	74	75	76
V. GRADUATE ENROLLMENT								
A. Full-time								
1. First-Professional	•	•	•	•	•	•	•	•
2. Graduate (total Masters and Doctoral)	•	•	•	•	•	•	•	•
3. Graduate Unclassified	na	na	•	•	•	•	•	•
4. Total	•	•	•	•	•	•	•	•
B. Part-time								
1. First-Professional	•	•	•	•	•	•	•	•
2. Graduate (total Masters and Doctoral)	•	•	•	•	•	•	•	•
3. Graduate Unclassified	na	na	•	•	•	•	•	•
4. Total								
IV. BASIC STUDENT CHARGES								
A. Undergraduate (Full-time)								
a. Tuition and Required Annual Fees	na	na	na	hc	hc	•	•	•
b. Average Room and Board	na	na	na	hc	hc	•	•	•
c. Total Charges	na	na	na	hc	hc	•	•	•
B. Graduate (Full-time)								
a. Tuition and Required Annual Fees	na	na	na	hc	hc	•	•	•
b. Average Room and Board	na	na	na	hc	hc	•	•	•
c. Total Charges	na	na	na	hc	hc	•	•	•
VII. DEGREES AND FORMAL AWARDS CONFERRED								
A. Certificate	•	•	•	•	•	•	•	•
B. Associate	•	•	•	•	•	•	•	•
C. Bachelor's	•	•	•	•	•	•	•	•
D. First-Professional	•	•	•	•	•	•	•	•
E. Master's	•	•	•	•	•	•	•	**
F. Doctorate	•	•	•	•	•	•	•	•
G. Total Degrees*	•	•	•	•	•	•	•	•

*excludes undergraduate certificates
**includes Certificate of Advanced Study

DATA CATEGORY AND ELEMENTS	AVAILABILITY HISTORICAL DATA THROUGH FALL 1976				
	-FALL-				
	72	73	74	75	76
VIII. FACULTY AND STAFF					
A. Total Employees	hc	hc	p	•	p
B. Instructional Faculty Full-time					
a. Men	hc	hc	p	•	na
b. Women	hc	hc	p	•	na
c. Total Instructional Faculty Full-time	hc	hc	p	•	na
C. Instructional Faculty Part-time					
a. Men	hc	hc	p	•	na
b. Women	hc	hc	p	•	na
c. Total Instructional Faculty Part-time	hc	hc	p	•	na
IX. FULL-TIME FACULTY - SALARIES AND TENURE					
A. 9-10 Month Contract					
a. Total Full-time Instructional Faculty	hc	na	p	•	p
b. Total Full-time Instructional Faculty with Tenure	hc	na	p	•	p
c. Mean Salary of Total Full-time Instructional Faculty	hc	na	p	•	p
B. 11-12 Month Contract					
a. Total Full-time Instructional Faculty	hc	na	p	•	p
b. Total Full-time Instructional Faculty with Tenure	hc	na	p	•	p
c. Mean Salary of Total Full-time Instructional Faculty	hc	na	p	•	p

DATA CATEGORY

AVAILABILITY
HISTORICAL DATA THROUGH FALL 1976

X. INSTITUTIONAL FINANCE	72-73	73-74	74-75	75-76
A. Current Funds Revenues	p	●	●	●
1. Tuition and Fees	p	●	●	●
2. Government Appropriations	p	●	●	●
a. Federal	p	●	●	●
b. New York State	p	●	●	●
1. Article 129 (Bundy Aid)	p	●	●	●
2. Capitation Grants (Medical-Dental)	p	●	●	●
3. Expansion Grants (Medical-Dental)	p	●	●	●
c. Local	p	●	●	●
3. Government Grants & Contracts	p	●	●	●
a. Federal	p	●	●	●
b. New York State	p	●	●	●
c. Local	p	●	●	●
4. Private Gifts, Grants & Contracts	p	●	●	●
5. Endowment Income	p	●	●	●
6. Sales and Services of Educational Activities	p	●	●	●
7. Sales and Services of Auxiliary Enterprises	p	●	●	●
a. Housing only	p	●	●	●
b. Food Services only	p	●	●	●
c. Other Auxiliary Enterprises	p	●	●	●
8. Sales and Services of Hospitals	p	●	●	●
9. Other Sources	p	●	●	●
10. Independent Operations	p	●	●	●
B. Student Aid Income	p	●	●	●
1. Government Sources	p	●	●	●
a. Federal	p	●	●	●
b. New York State	p	●	●	●
c. Local	p	●	●	●
2. Private Gifts and Grants	p	●	●	●
3. Other	p	●	●	●
C. Current Funds Expenditures and Mandatory Transfers	p	●	●	●
1. Educational and General	p	●	●	●
a. Instruction	p	●	●	●
b. Research	p	●	●	●
c. Public Service	p	●	●	●
d. Academic Support	p	●	●	●
e. Student Services	p	●	●	●
f. Institutional Support	p	●	●	●
g. Operation and Maintenance of Plant	p	●	●	●
h. Scholarhips and Fellowships	p	●	●	●
1. Principal	p	●	●	●
2. Interest	p	●	●	●
3. Renewals and Replacements	p	●	●	●

DATA CATEGORY	AVAILABILITY HISTORICAL DATA THROUGH FALL 1976			
	72-73	73-74	74-75	75-76
2. Auxiliary Enterprises	p	●	●	●
a. Housing only	p	●	●	●
b. Food Services only	p	●	●	●
c. Mandatory Transfers	p	●	●	●
1. Principal	p	●	●	●
2. Interest	p	●	●	●
3. Renewals and Replacements	p	●	●	●
d. Other Auxiliary Enterprises	p	●	●	●
3. Hospitals	p	●	●	●
4. Independent Operations	p	●	●	●
D. Endowment Funds				
1. Book Value at the End of the Fiscal Year	p	●	●	●
2. Market Value at the End of the Fiscal Year	p	●	●	●
3. Endowment Yield	p	●	●	●

XI. PHYSICAL FACILITIES	69	70	71	72	73	74	76
A. Gross Square Feet (GSF)							
1. Auxiliary Services Space	na	na	na	na	na	na	p
2. All Other Space	na	na	na	na	na	na	p
3. Total Gross Square Feet	hc	hc	na	hc	na	●	p
B. Net Assignable Square Feet (NASF)							
1. Auxiliary Services Space	hc	hc	hc	hc	hc	●	p
2. All Other Space	hc	hc	hc	hc	hc	●	p
3. Total Net Assignable Square Feet	hc	hc	hc	hc	hc	●	p
C. Gross Square Feet in Need of Rehabilitation							
1. Auxiliary Services Space	na	na	na	na	na	●	p
2. All Other Space	na	na	na	na	na	●	p
3. Total Gross Square Feet in Need of Rehabilitation	na	na	na	hc	na	●	p
D. Gross Square Feet to be Razed							
1. Auxiliary Services Space	na	na	na	na	na	●	p
2. All Other Space	na	na	na	na	na	●	p
3. Total Gross Square Feet to be Razed	na	na	na	hc	na	●	p

DATA CATEGORY

AVAILABILITY
HISTORICAL DATA THROUGH FALL 1976

XI. PHYSICAL FACILITIES	69	70	71	72	73	74	75
E. Number of Beds for Single Students							
1. Design Capacity	na	na	na	na	na	●	p
2. Actual Fall Occupancy	na	na	na	na	na	●	p
F. Number of Units for Married Students*							
1. Design Capacity	na	na	na	na	na	●	p
2. Actual Fall Occupancy	na	na	na	na	na	●	p

XII. RESIDENCE AND MIGRATION	74	75	76
A. Full-time			
1. Undergraduate	●	●	●
2. First-time Students	●	●	●
3. New transfer students	●	●	●
4. First-professional	●	●	●
5. Graduate	●	●	●
B. Part-time			
1. Undergraduate	●	●	●
2. First-time students	●	●	●
3. New transfer students	●	●	●
4. First-professional	●	●	●
5. Graduate	●	●	●
	●	●	●

*1970 and 1974 data is reported as "number of apartments and dwelling units."

- DEFINITIONS OF DATA ELEMENTS -

The following pages list the applicable definitions for data elements presently included in HEDS. The definitions are grouped by the 12 major data categories. The institutional characteristics data elements include codes for various data elements which have been developed by NYSED and other State and Federal agencies.

The data in HEDS are collected annually or biennially by the Information Center on Education in the State Education Department. The collection procedure uses numerous questionnaires from both the Federal Higher Education General Information Survey (HEGIS) and the State Education Department. The data selected to be incorporated in HEDS are transmitted to the Office of Postsecondary Research, Information Systems and Institutional Aid. The appropriate HEGIS or NYSED form number is indicated for each major data category in the data element definitions that follow.

These definitions are important in the use of the data, since they provide a clear understanding of the meaning of the numeric values displayed in tables, reports, and analytical studies. For this reason, the definitions should be referred to prior to the formulation of any data request.

Definitions may change from time to time. Questionnaires may be revised or changed in content or design. Inclusion or exclusion or regrouping of certain institutions, students, degree types, numbers of staff, financial items and facility classifications will require definition changes; therefore, continued attention should be paid to the definitions in the future.

I. CODES AND DEFINTIONS OF DATA ELEMENTS - INSTITUTIONAL CHARACTERISTICS
(Source: NYSED except as noted)

A. CODE: The first digit enumerates the institutional control:

1xxx Non-Public (Includes Independent and Proprietary Sectors)
2xxx SUNY
3xxx CUNY
4xxx REDP (Regents External Degree Program)

Non-Public Institutions: the last three digits uniquely identify each institution; they were sequentially assigned after ordering the institutions alphabetically.

SUNY: the second digit identifies the SUNY classification:

2000 Central Administration and University-wide programs
21xx University Centers
22xx Health Science Centers
23xx University Colleges
24xx Specialized Colleges
25xx Statutory Colleges
26xx Agricultural and Technical Colleges
27xx Community Colleges

The last two digits uniquely identify the institutions in alphabetical order within the classes delimited by the first two digits.

CUNY: the second digit identifies the CUNY classification broadly comparable to the SUNY class:

3000 Central Administration
31xx Graduate Center
32xx Senior Colleges
37xx Community Colleges

The last two digits uniquely identify the institutions in alphabetical order within the classes delineated by the first two digits.

REDP: (Regents External Degree Program)

4305

B. YR: Year; last two digits of the appropriate year.

C. NAME: Upper and lower case abbreviation of the institution's name as listed in the Institutional Directory; limited to 20 characters including blanks.

D. ABBREVIATION: Upper case abbreviation of the institution's name as listed in the Institutional Directory; limited to 8 characters including blanks.

E. INSTITUTIONAL TYPOLOGY :

Code	Classification
1100	Public-Special Institution

State University of New York

2000	Central Administration and University-Wide Programs
2100	University Center
2200	University College
2300	Health Sciences Center (HSC)
2400	Specialized College
2500	Statutory College
2600	Agricultural and Technical College (ATC)
2700	Community College (CC)

The City University of New York

3000	Central Administration
3100	Graduate Center
3200	Senior College
3700	Community College (CC)

Independent Institutions

4100	Multiversity
4200	University
4300	College Complex
4400	College
4500	Specialized College
4600	Health Sciences Center (HSC)
4700	Nursing School
4800	Engineering or Technical School
4900	Seminary or Religious School

Proprietary Institutions

5100	Proprietary

F. LEVEL: 2-year or 4-year

G. SECTOR: Public-Special, SUNY, CUNY, Independent, Proprietary

H. REGENTS REGION: The Regents Region for postsecondary education - Map A

1 Western	5 Northeast
2 Genesee Valley	6 Mid-Hudson
3 Central	7 New York City
4 Northern	8 Long Island

I. EDB: New York State Economic Development Board planning regions - Map B

1	Southern Tier West	8	Lake Champlain-Lake George
2	Western New York	9	Upper Mohawk Valley
3	Genesee-Finger Lakes	10	Upper Hudson
4	Southern Tier Central	11	Mid-Hudson
5	Southern Tier East	12	New York City
6	Central New York	13	Nassau Suffolk
7	Black River-St. Lawrence		

J. CNTY: County - Map A., Table 1.

K. JUD: New York State Judical District - Map D.

L. SMSA: Standard Metropolitan Statistical Areas - Map C.; Table 2. (as defined by U.S. Department of Commerce)

M. BUNDY AID ELIGIBILITY CODE: Zero (not eligible)/One (eligible) for aid under Section 6401 of Article 129 of the NYS Education Law.

- Institutional Characteristics Maps and Tables -

MAP A. REGENTS REGIONS FOR POSTSECONDARY EDUCATION

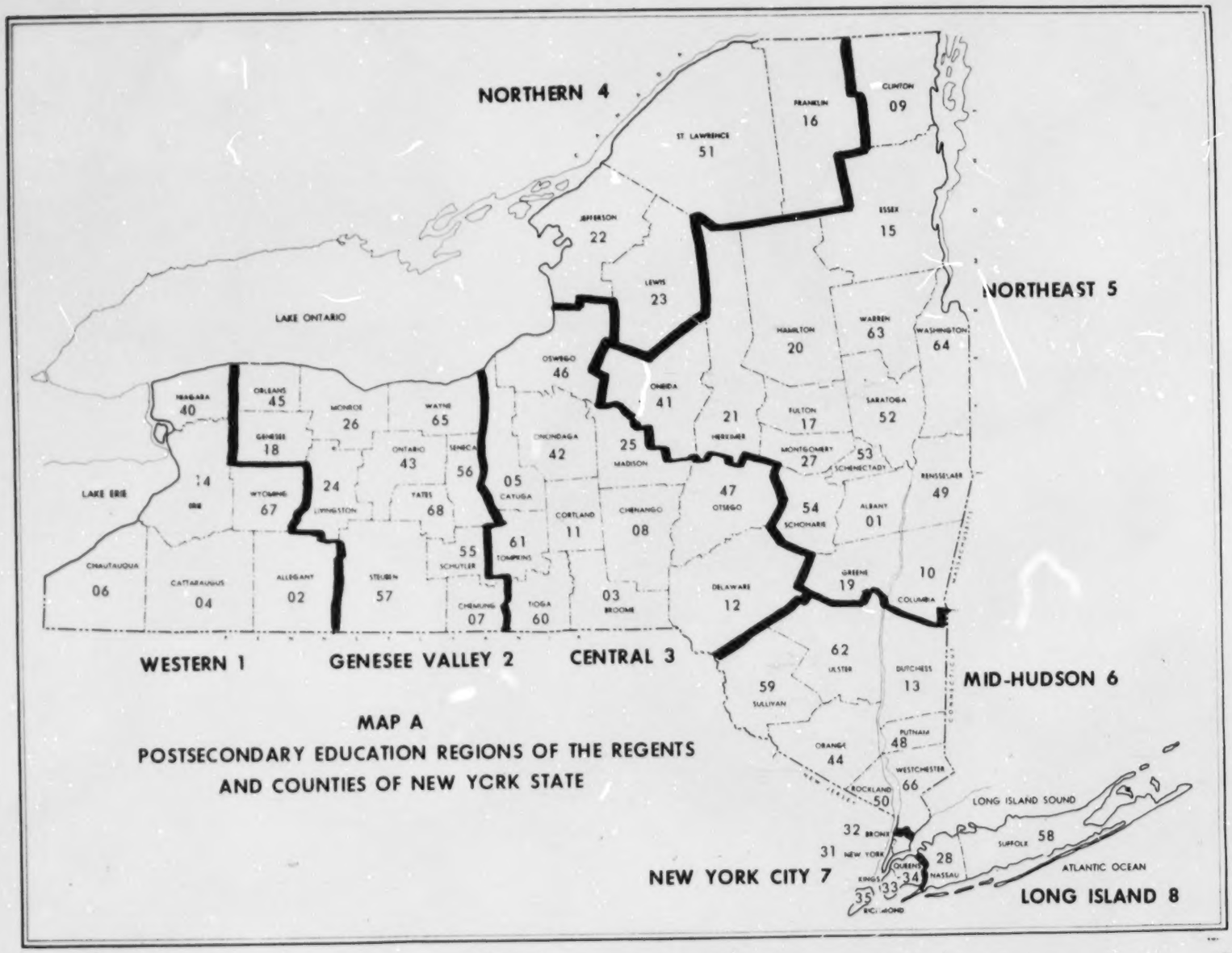
MAP B. THE ECONOMIC DEVELOPMENT BOARD STATE PLANNING REGIONS

MAP C. THE JUDICIAL DISTRICTS OF NEW YORK STATE

MAP D. THE STANDARD METROPOLITAN STATISTICAL AREAS OF NEW YORK STATE

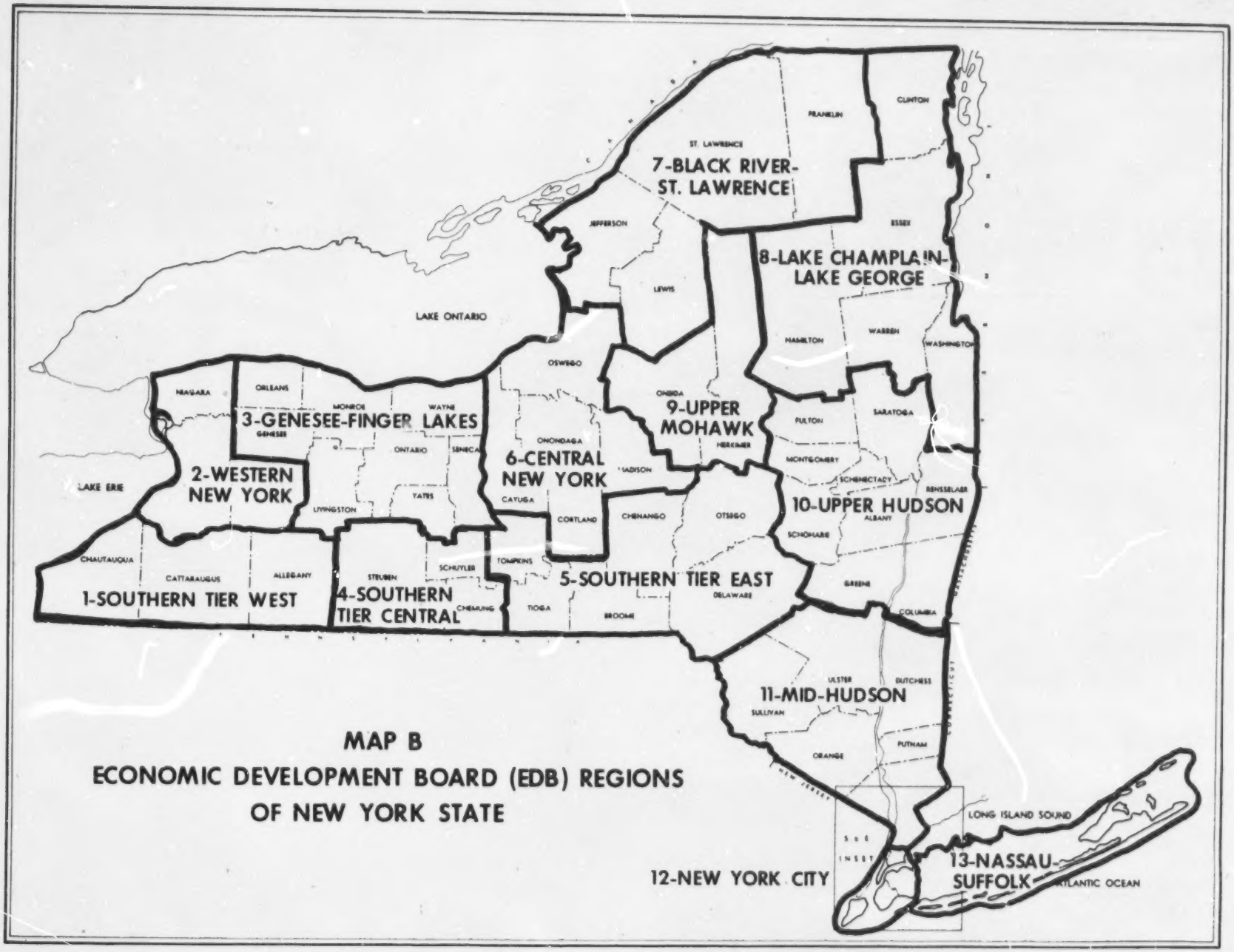
TABLE 1. THE COUNTIES OF NEW YORK STATE BY NUMERICAL CODE

TABLE 2. STANDARD METROPOLITAN STATISTICAL AREAS



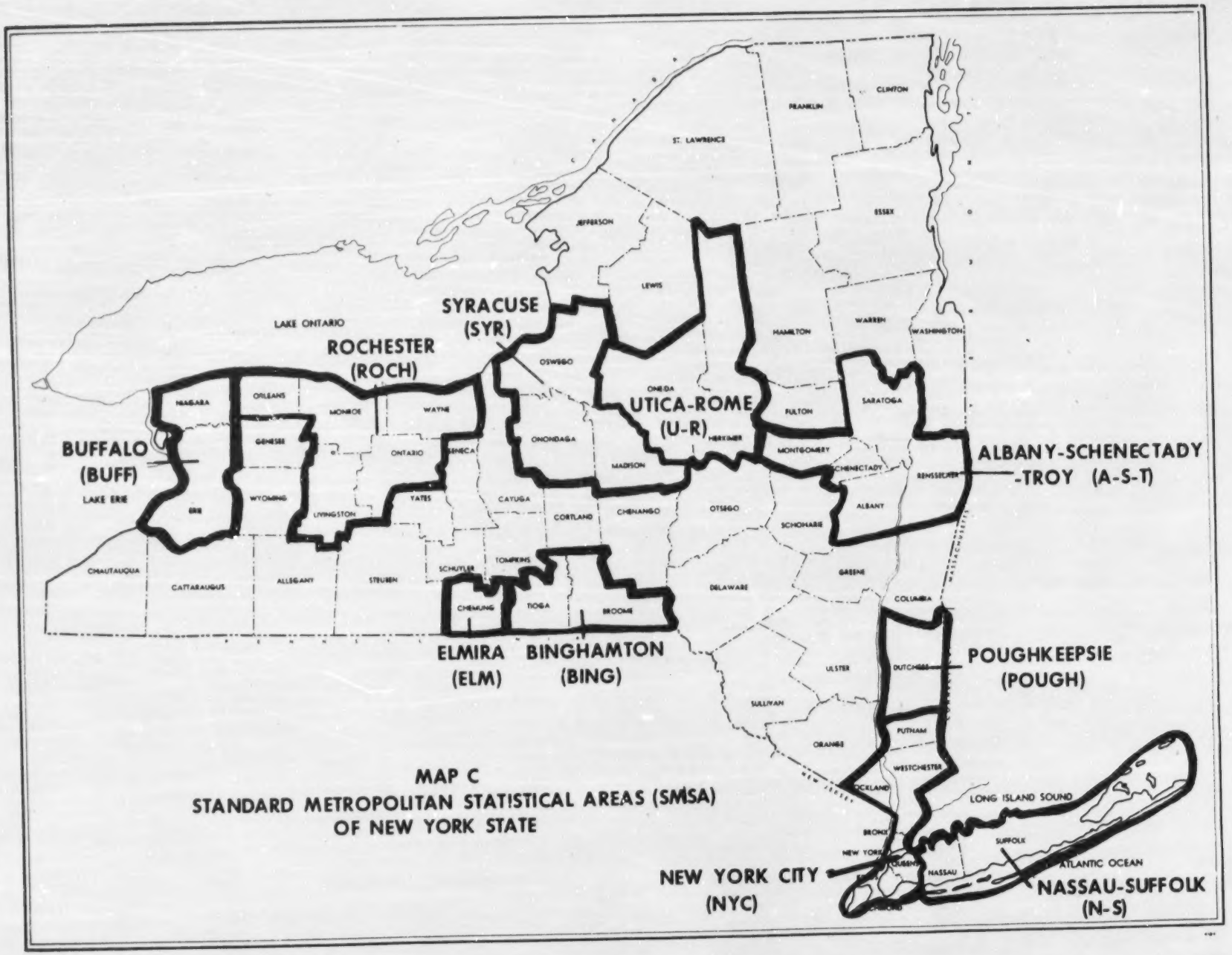
MAP A

POSTSECONDARY EDUCATION REGIONS OF THE REGENTS AND COUNTIES OF NEW YORK STATE



MAP B

ECONOMIC DEVELOPMENT BOARD (EDB) REGIONS OF NEW YORK STATE



MAP C
STANDARD METROPOLITAN STATISTICAL AREAS (SMSA)
OF NEW YORK STATE

MAP D

JUDICIAL DISTRICTS OF NEW YORK STATE

TABLE 1. THE COUNTIES OF NEW YORK STATE BY NUMERIC CODE

Code	Name
01	Albany
02	Allegany
03	Broome
04	Cattaraugus
05	Cayuga
06	Chautauqua
07	Chemung
08	Chenango
09	Clinton
10	Columbia
11	Cortland
12	Delaware
13	Dutchess
14	Erie
15	Essex
16	Franklin
17	Fulton
18	Genesee
19	Greene
20	Hamilton
21	Herkimer
22	Jefferson
23	Lewis
24	Livingston
25	Madison
26	Monroe
27	Montgomery
28	Nassau
29-30	Not Used
31	New York[1]
32	Bronx
33	Kings[2]
34	Queens
35	Richmond[3]
36-39	Not Used
40	Niagara
41	Oneida
42	Onondaga
43	Ontairo
44	Orange
45	Orleans
46	Oswego
47	Otsego
48	Putnam
49	Rensselaer
50	Rockland
51	St. Lawrence
52	Saratoga
53	Schenectady
54	Schoharie
55	Schuyler
56	Seneca
57	Steuben
58	Suffolk
59	Sullivan
60	Tioga
61	Tompkins
62	Ulster
63	Warren
64	Washington
65	Wayne
66	Westchester
67	Wyoming
68	Yates

[1] Borough of Manhattan
[2] Borough of Brooklyn
[3] Borough of Staten Island

TABLE 2. STANDARD METROPOLITAN STATISTICAL AREAS

Code Number	SMSA Name	Counties Included (New York State Portions Only)
3	Albany-Schenectady-Troy	Albany, Montgomery, Rensselaer, Saratoga, Schenectady
6	Binghamton	Broome, Tioga
9	Buffalo	Erie, Niagara
12	Elmira	Chemung
15	Nassau-Suffolk	Nassau, Suffolk
18	New York City	New York City, Putnam, Rockland, Westchester
21	Poughkeepsie	Dutchess
24	Rochester	Monroe, Ontario, Orleans, Livingston, Wayne
27	Syracuse	Madison, Onondaga, Oswego
30	Utica-Rome	Herkimer, Oneida
43	None	All Other Counties

II. DEFINITION OF DATA ELEMENTS - UNDERGRADUATE ADMISSIONS
(Source: Form NYSED-1)

Includes applications for full-time study for the fall term only.

Full-time students are those enrolled in credits equal to at least 75 percent of the normal full-time load at the institution.

A. Associate Degree Program Admissions

Includes students applying for full-time, degree-credit study leading to an associate degree, specifically, programs leading to an A.A., A.S., A.A.S., or A.O.S. degree.

1. First time Students

New freshmen not previously enrolled in the reporting institution or in any institution of higher education. Includes students admitted with advanced standing (college credits earned before graduation from high school) and students who attend college for the first-time in the previous summer.

2. Transfer Students

Students who terminate enrollment in one institution and subsequently enroll in another, usually with advanced standing credit.

B. Baccalaureate Degree Program Admissions

Includes students applying for full-time, degree-credit study leading to a 4- or 5-year bachelor's degree.

1. First-time students (same as above)

2. Transfer students (same as above)

III. DEFINITIONS OF DATA ELEMENTS - GRADUATE ADMISSIONS
(Source: Form NYSED-1)

Includes applications for full-time and part-time study for a 1-year period (July 1 to June 30).

A. First-Professional Degree Program Admissions

Includes those students who are enrolling in a professional school or program which requires at least two or more academic years of previous college work for entrance and which requires a total of at least six academic years of college work for a degree; specifically those who are enrolling for professional degrees in the following fields: (1) dentistry (D.D.S. or D.M.D.), (2) law (LL.B. or J.D.), (3) medicine (M.D.), (4) veterinary

medicine (D.V.M.), (5) chiropody or podiatry (D.S.C. or D.P.), (6) optometry (O.D.), or (7) osteopathy (D.O.) and (8) theology (D.D. or M.D.J.). Beginning with fall 1976 inclusion of enrollments in pharmacy (D.Pharm.) and chiropractic (D.C. or D.C.M.) are to be considered First-Professional. Formerly these latter have been reported as Doctoral students.

B. Master's Degree Program Admissions

Includes those students who have obtained at least one bachelor's degree or first-professional degree and are, or might be, candidates for a master's degree.

C. Doctoral Degree Program Admissions

Includes those students who have obtained at least one bachelor's degree or first-professional degree and are, or might be candidates for a doctoral degree.

IV. DEFINITIONS OF DATA ELEMENTS - UNDERGRADUATE ENROLLMENT
(Source: Form NYSED 2.4)

Undergraduate includes resident and extension students.

A. Full-time

Those whose academic load of course work or other required activity is at least 75 percent of the normal full-time load.

1. Lower Division

In 4-year institutions, includes freshmen and sophomores in bachelor's degree programs. In 2-year institutions, includes students in associate degree programs. Also includes, in all levels of institutions, students in terminal-occupational programs of one, two, or three years that result in formal recognition below the baccalaureate.

2. Upper Division

Students who have completed the sophomore year and typically are enrolled in a 4- or 5-year bachelor's degree program.

3. Undergraduate Unclassified

This cateogry includes students who are not candidates for a degree or other formal award but are taking at least one degree-credit course designated as undergraduate. Students who already for a degree but who are taking additional courses at the same degree level or lower are also included.

4. Total Full-time Undergraduate (sum of 1. + 2. + 3.).

5. First-time (in program)

Entering freshmen who have not previously attended ANY institution of higher education and who have been admitted to a formal program. Includes students enrolled in the fall term who attended college for the first time in the previous summer. Also included are students entered with advanced standing (college credits earned before graduation from high school).

6. First-time Unclassified (not in program)

Students who are unclassified undergraduates and have not previously attended any college. Included are students enrolled in the fall term who attended college for the first time in the previous summer.

7. Total First-Time Full-Time Undergraduate (sum of 5. + 6.).

B. Part-Time

Students whose academic load is less than 75 percent of the normal full-time load are considered to be part-time. The data element definitions above apply to this category.

V. DEFINITIONS OF DATA ELEMENTS - GRADUATE ENROLLMENT
(Source: Form NYSED 2.4)

A. Full-time (see IV. A. for definition)

1. First-Professional

Students enrolled in a professional school or program as described in III. A.

2. Graduate (total Masters and Doctoral)

Students who hold the bachelor's or first-professional degree, or equivalent, and are taking work at the graduate level which is creditable toward a master's or doctoral degree.

3. Graduate Unclassified

Students who are not candidates for a graduate degree but are taking at least one graduate level degree-credit course, which is designated by the reporting institution as graduate level.

4. Total (sum of 1. + 2. + 3.)

B. Part-Time

Same categories as above.

VI. DEFINITION OF DATA ELEMENTS - BASIC STUDENT CHARGES
(Source: Form OE 2300-1)

A. Full-time Undergraduate

Undergraduate students are those who have not obtained a bachelor's degree: (1) all students in bachelor's degree programs which require at least four years but fewer than six years of college work; and (2) all students in occupational or general study programs which require one, two, or three years of college work and which are designed to prepare for immediate employment, or to provide general education.

1. Tuition and Required Annual Fees

Includes all fixed-sum charges which are required of such a large proportion of all students that the student who does not pay the charge is an exception. If the amount varies depending upon the class level of the student, subject-matter major, the courses taken, etc., the typical amount for charges which are required is estimated. Any charges which are clearly optional are excluded. Charges are for the academic year. The academic year is the period of the regular session, generally extending from September to June, usually divided into two semesters, three quarters or two trimesters. If the institution has a single lump-sum charge for tuition, required fees, room, and board, the lump-sum is apportioned among the appropriate categories.

2. Average Room and Board

The room charge (academic year) is the typical charge to the typical student sharing a room with one other student. The board charge (academic year) is the typical charge to an average student. The board charge may apply to five, six, or seven days. If the institution makes a combined charge for room and board, the proportions of the total charge in each of the categories are estimated.

3. Total Charges (sum of 1. + 2.).

B. Full-Time Graduate

Graduate students are those who have attained at least one standard bachelor's or first-professional degree and are or could be candidates for a master's or doctoral degree. Candidates for the first-professional degrees listed in III.A. are not included in this category. Data on basic student charges for first-professional students are not collected by NYSED and HEGIS.

1. Tuition and Required Annual Fees (see VI.A.1.).

2. Average Room and Board (see VI.A. 2.).

3. Total charges (see VI.A.3.).

VII. DEFINITIONS OF DATA ELEMENTS - DEGREES CONFERRED
(Source: Form OE 2300-2.1)

The degrees and other formal awards conferred cover a one-year time period [(July 1 through June 30) and are stored under the year beginning this period].

A. Undergraduate Certificates (in a curriculum of at least one year but less that four years)

This category includes any type of formal recognition, whether a certificate, diploma, a statement of completion from an administrator of an institution, a transcript recognizing successful completion, or State licensure given upon examination to all graduates of a curriculum.

B. Associate Degrees

Includes all associate degrees, specifically in programs leading to an A.A., A.S., A.A.S., or A.O.S. degree.

C. Bachelor's Degrees

Includes all degrees requiring at least four but not more than five years of academic work and all bachelor's degrees conferred in a cooperative or work-study plan or program. Certificates and diplomas are reported if they are based on at least four years of college work.

D. First-Professional Degrees

Includes only the first-professional degrees listed in III.A.

E. Master's Degree

The master's degree in liberal arts and sciences is the degree customarily granted upon successful completion of one (sometimes

two) academic years of work beyond the bachelor's degree. Included are master's degrees in fields such as Library Science, Hospital Administration, and Social Work where the master's may be required for employment at the professional level.

F. Doctoral Degrees

The doctorate classification includes such degrees as Doctor of Education, Doctor of Jurdicial Science, Doctor of Public Health, and the Ph.D. degree in any field. Excluded are the doctor's degrees reported as first-professional.

G. Total Degrees

The sum of B. + C. + D. + E. + F. (excludes undergraduate certificates)

VIII. DEFINITIONS OF DATA ELEMENTS - FACULTY/STAFF
(Source: NYSED OE 2300-3)

A. Total Employees

Includes full-time and part-time personnel employed by the institution for at least two semesters, three quarters, or two trimesters of an academic year. This includes employees who are:

(1) paid a salary or on an hourly basis
(2) on sabbatical leave
(3) contributing their services
(4) in clinical and pre-clinical medicine

The total excludes employees who are:

(1) on leave without pay
(2) on emeritus status
(3) hired for brief periods of consultation
(4) employed by organizations under contract to provide a service to the institution
(5) in Federally Funded Research and Development Centers

B. Instructional Faculty Full-Time

For 1975 and 1977 data collection purposes instructional faculty are defined as those persons with assignments customarily made for the purposes of instruction. This category excludes persons assigned a job associated with research projects. Instructional faculty data for 1976 are not included in HEDS.

C. Instructional Faculty Part-Time

Includes all those who meet the instructional faculty definition in B (above) but do not devote one-half or more of their time to the teaching of classroom or laboratory courses.

IX. DEFINITIONS OF DATA ELEMENTS - FACULTY/SALARIES/TENURE
(Source: NYSED OE 2300-3)

A. 9-10 Month Contract

A 9-10 month contract is defined as nine months of teaching and one month of vacation.

1. Full-time Instructional Faculty

Those staff members who devote one-half or more of their time to the teaching of classroom or laboratory courses. Only those instructional faculty members who are employed full-time (as defined by the institution) and will be employed at least two semesters, three quarters, or two trimesters of any one academic year are reported. Instructional faculty on sabbatical are reported according to their regular salaries even though they may be receiving a reduced annuity while on leave.

Data on salaries and tenure status are excluded for the following categories of faculty:

(1) Instructional faculty whose contracts required teaching on a basis other than 9 or 11 months unless their salaries are converted to one of these bases.

(2) Instructional faculty for pre-clinical and clinical medicine. (Instructional faculty in all other health profession fields such as dentistry, veterinary medicine, nursing, dental hygiene, are included.)

(3) Instructional faculty in religious orders if their salaries are not determined and paid by the same common principles as those which apply to lay faculty.

(4) Administrative officers with titles such as Dean of Instruction, Academic Dean, Dean of Faculty, or Dean of Students, or other professional employees even though they may devote part of their time to classroom instruction.

(5) Instructional faculty in the ROTC program if their salaries are determined on a different basis than the salaries of the civilian faculty at the reporting institution.

(6) Instructional faculty who are employed on a part-time basis.

(7) Undergraduate or graduate students who assist in the instruction of courses but have titles such as teaching associate, teaching fellows, etc.

2. Total Full-time Instructional Faculty with Tenure

   If a position is tenured, but the person holding it has not yet earned the tenure privilege, it is not counted. Tenured persons whose salaries are not included in the computation of the mean salaries are not included.

3. Mean salary of Total Full-time Instructional Faculty

$$\frac{\text{(total no. of men x mean salary) + (total no. of women x mean salary)}}{\text{total no. of men and women}}$$

B. 11-12 Month Contract

An 11-12 month contract is defined as eleven months of teaching and one month of vacation.

1. Total Full-time Instructional Faculty (see A. 1.).

2. Total Full-time Instructional Faculty with Tenure (see A. 2.).

3. Mean Salary of Total Full-time Instructional Faculty (see A. 3.).

X. DEFINITION OF DATA ELEMENTS - INSTITUTIONAL FINANCE
(Source: Form OE 2300-4)

A. Current Funds Revenues

Current funds revenues include all unrestricted gifts and other unrestricted revenues earned during the fiscal year and restricted current funds to the extent that such funds were expended for current operating purposes.

1. Tuition and Fees

All tuition and fees assessed against students for current operating purposes. Included are tuition and fee remissions or exemptions even though there is no intention of collecting from the student. Included are those tuition and fees which are remitted to the State as an offset to the State appropriation.

2. Government Appropriations

All amounts received from or made available to the institution through acts of a legislative body, except grants or contracts. These funds are for meeting current operating expenses and not for specific projects or programs.

3. Government Grants and Contracts

Revenues from governmental agencies which are for specific research projects or other types of programs. Examples are research projects, training programs and similar activities for which amounts are received or expenditures are reimbursable under the terms of a governmental grant or contract. Amounts equal to direct costs incurred are recorded as charges against current restricted funds and reported as restricted current fund revenues. Related indirect costs recovered are reported as unrestricted revenues. Basic Opportunity Grants are not included since they are received by the students, not the institution.

4. Private Gifts, Grants and Contracts

Revenues from private donors for which no legal consideration is involved. Private contracts include those funds for which specific goods and services must be provided to the funder as a stipulation for receipt of funds. Only those gifts, grants, and contracts that are directly related to instruction, research, or public service are included. The estimated dollar amount of contributed services is also included.

5. Endowment Income

Includes (1) the unrestricted income of endowment and similar funds; (2) restricted income of endowment and similar funds to the extent expended for current operating purposes; (3) income from funds held in trust by others under irrevocable trusts. It does not include capital gains or losses.

6. Sales and Services of Educational Activities

Revenues derived from the sales of goods or services that are incidental to the conduct of instruction, research, or public service.

7. Sales and Services of Auxiliary Enterprises

Revenues generated by the axuiliary enterprise operations of the institution. Auxiliary enterprises are managed as essentially self-supporting activities; for example, residence halls, food services, student health services, college unions, etc.

8. Sales and Services of Hospitals

The revenues (net of discounts and allowances) of a hospital operated by the institution. Not included are gifts, grants, appropriations, research revenues, or endowment income. Included are revenues of health clinics that are part of the hospitals unless such clinics are part of the student health services program.

9. Other Sources

All items of revenue not covered elsewhere, such as interest income and gains (net of losses) from investment of unrestricted current funds or revenues resulting from the sales and services of internal service departments to persons or agencies external to the institution.

10. Independent Operations

Revenues associated with operations independent of or unrelated to the primary missions of the institutions. This category generally includes only those revenues associated with major Federally Funded Research and Development Centers.

B. Student Aid Income

Revenues from student aid grant sources may be included in one or or more items in part A (above), but is not shown as a separate item in Current Funds Revenues. This section gives the amount of student aid grants by the specific sources listed.

C. Current Funds Expenditures and Manadatory Transfers

Both unrestricted and restricted current funds expenditures are included using the following functional classifications:

1. Educational and General

a. Instruction

Expenditures of the colleges, schools, departments, and other instructional divisions of the institution and expenditures for departmental research and public service which are not separately budgeted. Included are expenditures for both credit and non-credit activities. This category includes expenditures for the following: general academic; occupational and vocational instruction; special session instruction; community education; preparatory and adult basic education; and remedial and tutorial instruction. Excluded are expenditures for academic administration where the primary function is administration (e.g., academic deans).

b. Research

All funds expended for activities specifically organized to produce research outcomes and commissioned by an agency either external to the institution or separately budgeted by an organizational unit within the institution. Excluded are non-research sponsored programs (e.g., training programs).

c. Public Service

All funds budgeted specifically for public service and expended for activities established primarily to promote noninstructional services beneficial to groups external to the institution.

d. Academic Support

Expenditures for the support services that are an integral part of the institution's primary mission of instruction, research, or public service. Includes expenditures for libraries, museums, galleries, audio/visual services, computing support, ancillary support, academic administration and personnel development, and course and curriculum development.

e. Student Services

Funds expended for admissions, registrar activities, and activities whose primary purpose is to contribute to students' emotional and physical well-being and to their intellectual, cultural, and social development outside the context of the formal instruction program.

f. Institutional Support

Expenditures for the day-to-day operational support of the institution, excluding expenditures for physical plant operations. Includes general administrative services, executive direction and planning, legal and fiscal operations, and community relations.

g. Operations and Maintenance of Plant

All expenditures for operations established to provide service and maintenance related to campus grounds and facilities. Excludes expenditures made from the institutional plant funds accounts.

h. Scholarships and Fellowships

This category applies only to moneys given in the form of outright grants and trainee stipends to individuals enrolled in formal coursework, either for credit or not. Excluded are Federal BEOG grants, ROTC scholarships, or other programs where the institution is not allowed to select the recipient of the grant.

i. Educational and General Mandatory Debt Service

Mandatory transfers from current funds which are those that must be made in order to fulfill a binding legal obligation of the institution. Reported are mandatory debt service provisions relating to academic buildings, including:
(a) amounts set aside for debt retirement and interest, and
(b) required provisions for renewal and replacement to the extent not financed from other sources.

2. Auxiliary Enterprises

Those essentially self-supporting operations which exist to furnish a service to student, faculty, or staff, and which charge a fee that is directly related to, although not necessarily equal to, the cost of the service. Examples are residence halls, food services, college stores, and inter-collegiate athletics. Included are mandatory debt service provisions relating to auxiliary enterprises. Examples include maintenance reserves.

3. Hospitals
(Operated by the institution)

All expenditures, except depreciation, associated with the operation of the hospital, including nursing expenses, other professional services, general services, administrative services, fiscal services, and charges for plant operations. Includes the amount transferred from current funds for mandatory debt service provisions relating to hospitals.

4. Independent Operations

All funds expended for operations that are independent of or unrelated to the primary missions of the institution. This category is generally limited to expenditures of a major Federally Funded Research and Development Center. It includes mandatory transfers for independent operations.

D. Endowment

Includes invested endowment, term endowment and quasi-endowment (funds functioning as endowment).

1. Book Value

The acquisition cost or appraised valuation at the time of acquisition of all endowment holdings.

2. Market Value

The actual value of all endowment holdings at the end of the fiscal year. (If market value on some investments is not available, whatever value was assigned by the institution in reporting market values in the annual financial report is used.)

3. Endowment Yield

All earnings (not realized gains) on investments of endowments regardless of distribution made of the earnings to various institutions funds.

XI. DEFINITIONS OF DATA ELEMENTS - PHYSICAL FACILITIES
(Source: Form NYSED-7)

For the purposes of facilities data, a building is defined as a roofed structure for the permanent or temporary shelter of persons, animals, plants, or equipment.

A. Gross Square Feet - GSF (or Outside Gross Square Feet - OGSF)

The sum of the floor areas included within the outside faces of exterior walls multiplied by the number of stories or areas having floor surfaces and roofed over.

1. Auxiliary Services Space

Space (square feet) usually represented by physical facilities classified as General Use Facilities or Residential Facilities (room type 600 and 900 respectively, U.O.E. Facilities Inventory and Classification Manual, 1973) except those directly supporting instructional, research, or public service units. Includes space for intercollegiate athletics, if separate and distinguishable from physical education, and student unions and the like. General use facilities include facilities for assembly, exhibition, food preparation and services, student health care, lounge, merchandising, recreation and the areas which directly serve these facilities. Residential facilities include dormitories and residence for single persons, one-family apartments and dwellings, and areas directly serving these various residences.

2. All Other Space

All types of space fitting the building definition but excluding space which is defined as auxiliary services. Unfinished construction is included only if it has progressed to the point that the institution can safely occupy part of the project (building or addition) on a permanent basis. Additional exclusions are the following:

a. Those buildings located on remote institutional properties that are used by relatively small portions of the student body for only a short period of time each year, such as field camps, farms and ranches.

b. Investment properties.

c. Hospitals not owned by the institution, even though some limited research and/or instruction may be carried on in them.

d. Public schools, not owned by the institution, which are used for practice teaching.

e. Federal contract research centers.

f. Branches, centers, or other components located outside the United States or its outlying parts.

Included are all rented and shared buildings. In the case of shared buildings, the share used by the institution is estimated.

3. Total Square Feet (gross)

Includes the reporting institution's inventory of all types of space fitting the building definition as of the beginning of an academic year.

B. Net Assignable Square Feet - NASF

The sum of all areas on all floors of the institution's buildings assigned to, or available for assignment to, an occupant, including every type of space functionally usable by an occupant except custodial, circulation, mechanical and structural areas and public toilets.

1. Auxiliary Service Space (see A. 1.)

2. All Other Space (See A. 2.)

3. Total Square Feet (net assignable) (see A. 3.)

C. Gross Square Feet in Need of Rehabilitation

The total gross area that is considered to be unsatisfactory for current use and is in need of rehabilitation based upon the best judgment of those responsible for campus development.

1. Auxiliary Services Space (see A. 1.)

2. All Other Space (see A. 2.)

3. Total Square Feet (gross) (see A. 3.)

D. Gross Square Feet to be Razed

The total gross area that should be or is designated to be razed.

1. Auxiliary Services Space (see A. 1.)

2. All Other Space (see A. 2.)

3. Total Square Feet (gross) (see A. 3.)

E. Number of Beds for Students Housed as Single

1. Design Capacity

The number of beds for students housed as single for which a residential facility was designed.

2. Actual Fall Occupancy

The actual number of beds occupied by students housed as single at the beginning of the fall term.

F. Number of Units for Married Students

1. Design Capacity

The number of residential units such as apartments and one-family dwellings designed, constructed, or altered to accommodate married students and their families.

2. Actual Fall Occupancy

The actual number of units occupied by married students at the beginning of the fall term.

XII. DEFINITIONS OF DATA ELEMENTS - RESIDENCE AND MIGRATION
(Source: Form NYSED-2.8)

Residence and migration data concerns the home county of degree-credit students at the undergraduate, first-professional, and graduate levels. All resident and extension students are classified as in-state, out-of-state, or foreign. In-state students are further classified according to county of permanent residence.

The above data are currently available in the HEDS system as follows:

a. Economic Development Board regions (as aggregations of counties - see map on page 20)

b. New York State county of origin unknown

c. Out-of-state

d. Foreign

County detail for the data is not readily available; however, it may be provided on a limited basis.

The definitions of the data elements are given below by reference to previous sections of this Index.

A. Full-time (IV. A.)

1. Undergraduate (IV. A., 4.) - includes 2 and 3 below.

2. First-time students

First-time students include those defined in section II. (A. 1.) plus unclassified undergraduates who have not previously attended any college. Unclassified students who attended college for the first time in the previous summer are also included.

3. New transfer students (II.A.,2.)

4. First-Professional (III.A.)

5. Graduate (V.A.,2. and 3.)

B. Part-time

Same categories as above